

## SUMMARY OF STEERING COMMITTEE MEETING

**DATE:** September 27, 2002

**TO:** Ross Dunfee, Steering Committee Chairman  
Karen Dinicola, Department of Ecology

**COPY:** Steering Committee Members and Consultant Team

**FROM:** Dave Moss, Tt/KCM

**SUBJECT:** **Summary of Steering Committee Meeting**  
**Moses Lake Conference Center**  
**September 26, 2002 9:00am - 1:00pm**

**PROJECT:** EASTERN WASHINGTON STORMWATER MANAGEMENT  
Stormwater Management Technical Manual *and*  
Model Municipal NPDES Phase II Stormwater Program

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### Meeting Attendees:

<u>Steering Committee</u>	<u>Others Attending</u>
Ross Dunfee – Benton County	Karen Dinicola – Ecology
Steve Worley – Spokane County	Bill Moore – Ecology
Lloyd Brewer – City of Spokane	Jim Bellatty – Ecology
John Knutson – Yakima County	Dave Moss – TetraTech/KCM
Nancy Aldrich – City of Richland	Sarah Hubbard-Gray – HGC
Michelle Brich – Tri-Cities HBA (absent)	Steve Plummer – City of Kennewick
Tom Tebb – Ecology	Steve King – City of Wenatchee
Don McGahuey – Wenatchee	John Kosco – TetraTech
Jim Sietz – AWC	Jocelyne Gray – JUB
Gary Beeman – WSDOT	Greg Lahti – WSDOT
Dwane Van Epps – City of Chelan (absent)	Lars Hendron – City of Spokane
Walt Olsen – CRAB	Larry Pearson – CRAB

### PURPOSE OF MEETING:

The meeting was held, without subcommittee meetings, to prepare for the October 2002 public workshops.

### AGENDA FOR THIS MEETING:

- ❖ Review agenda (for a special coordination meeting to prepare for the October 14/15/16/17 workshops).
  - ❖ Review draft of PowerPoint presentations; discuss speaking assignments and practice strategy.
  - ❖ Prepare update handouts for the public workshops; coordinate other workshop activities.
  - ❖ Discuss status, details, speakers, and preparation requirements for other presentations in the future.
  - ❖ Next meeting: date, time, place and agenda topics
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**BRIEF SUMMARY OF PROCEEDINGS:**

1. Ross Dunfee did not complete a roll call for the steering committee members, because this was not a formal steering committee meeting. There were, however, ten steering committee members and twelve subcommittee members present at the meeting. Everyone in the room introduced himself or herself.
2. The meeting began with a review of the agenda and a request to “finish earlier in the day than 3:00pm. The agenda was changed to compress the times, and to rearrange the 3 breakout groups, as discussed below.
3. Assignments were reviewed for each of the four cities. The agenda for the public meetings was reviewed. Suggestions for displays and handouts at the October meetings were also reviewed.
4. A draft PowerPoint presentation had been prepared before this coordination meeting. A copy had been posted on the ftp site. A printed copy was distributed at the meeting. The PowerPoint presentation was then reviewed by the group to bring everyone up-to-date on its content, format, etc.
5. Three breakout groups were organized to provide the following:
  - A. Ross Dunfee led a subgroup to focus on the Introductory slides, supported by Sarah Hubbard-Gray and others. Sarah also took the lead on the “What’s Next” portion at the end of the presentation.
  - B. Another subgroup was formed to focus on the Model Program segment of the presentation. This group also was responsible for drafting the presentation boards (30” x 40”) and the Model Program handouts to be available at the Information Stations.
  - C. Another subgroup was formed to focus on the Manual segment of the presentation. This group also was responsible for drafting the presentation boards (30” x 40”) and the Manual handouts to be available at the Information Stations.
6. All attendees then got back together to review their recommendations for slide edits, boards and handouts. A few edits were suggested from the group, and assignments were made for completion of all items.
7. All known presentations for September, October and beyond were mentioned and discussed:
  - A. CRAB – September 25 – Richland – presentation by Dave Moss
  - B. Superschool – October 3 – Spokane – presentation by Steve Worley & Lars Hendron
  - C. Public Workshops – October 14/15/16/17 – Spokane/Wenatchee/Yakima/Kennewick – by “Team”
  - D. PNCWA (formerly PNPCA) – October 23 – Yakima – presentation by Dave Moss
  - E. APWA – October 31 – Spokane – presentation by Karen Dinicola & Steve Worley [There’s also a booth for the EA WA SW program at the conference on October 30th (pm) and all day on October 31st.]
  - F. Superschool – November 21 – Tacoma – presentation by John Knutson & Karen Dinicola
  - G. Roadbuilders – March 5, 2003 – Coeur d’Alene – *presenter(s) not yet determined*.
8. For the **next meeting** (Moses Lake Conference Center on **January 9, 2003** from about 3pm to 4pm):
  - ❖ Review agenda and summary of September 26, 2002 meeting.
  - ❖ Hear reports from each of the subcommittees.
  - ❖ Review/ discuss summary of 1st round of public review comments received on the documents.
  - ❖ Discuss recommendations for proceeding with responses to comments and edits to the documents.
  - ❖ Discuss latest scope of work for consultant team to assist with the update for the documents.
  - ❖ Other discussion pertinent to making the Manual ready for second public review.